



## Weekly Executive Status Report



**Project:** Statewide Voter Registration System  
**Project Manager:** W. Gary Bush [gbush2@covansys.com](mailto:gbush2@covansys.com)  
**For Week Ending:** 30-Sep-05  
**Project Schedule:** 213 days used of 336 total project days  
 63% of implementation schedule expended

### Project Highlights

The following represent the most important facts about the project as of this status report:

<b>Phase 4 (Software Modification and Testing) Development Progressing</b> - Final UAT Corrections underway. Defect list being worked, now targeting a 10/12 completion date. - VK maintaining defect lists in PCC's Software Planner tool. - Final letters and notices in work queue. - All end-user hardware has been installed in all counties, except Hunterdon. - Installation of county servers in all 21 counties will be completed the end of this week.
<b>Business Transition Change Management Plan Underway</b> - Training for Track 1 (Basic PC skills) to be completed on Oct. 14th. - Training schedules for Track 2 (ElectioNet) for Pilot Counties will complete this week. Other counties by Dec. 15th. - Scheduling of training classes for municipal clerks being completed for each county. - User Guides for Pilot Counties have been received. User Guides for municipal clerks are in design. - Administrative User Roles by office type have been finalized by the State. - Process change documentation continues. - County Level Implementation Plans (CLIPs) were updated with final training dates and pilot county changes.
<b>2nd Data Pulls completed for all counties. 3rd pulls to be started next week.</b> - All 2nd Pull exception reports on-line. Errors being worked. - Final pulls for Mercer, Essex, and Ocean counties will be next Friday. - Data cleansing routines updated for final data loads..
<b>DIA Agency interfaces still being finalized</b> - MVC real-time system hardware and IBM MQ Series software installed on CT production server. - AT&T MPLS data line scheduled for installation next week. Test transfers being scheduled. - State is still finalizing the MOU with MVC.

### Recent Accomplishments

The tasks listed below were completed recently by the project team:

Project Plan Phase Key	Task	Who	Start Date	Scheduled Complete Date	Comments
P4h	Initiate Training Program	J.Smith		25-Oct	User Guides completed for Pilot rollouts
P5b	Install Pilot Site Workstations and Peripherals	ATS		3-Oct	County servers for 16 counties installed.
P5b	Install Pilot Site Workstations and Peripherals	ATS		3-Oct	Final end-user hardware installs now complete, except for Hunterdon County (HW in use in UAT lab).
P7b1	Prepare External Interface Integration Design Document	GLBush	Completed	16-Sep	Final design now set. Report in final review. Final MOU being negotiated.

### Work in Progress

The tasks listed represent the activities in which the team is engaged the week following this reporting period.

Project Plan Phase Key	Task	Who	Start Date	Scheduled Complete Date	Comments
P4e	Prepare User Manual/documentation	C.Rennie John Smith	Underway	16-Sep	Final layout for municipal training guide completed
P5b	Install T-1 data lines to each county's server	ATS	Underway	3-Oct	Non-pilot county installs to be completed next week.
P5b	Install Pilot Site Back-up and Database Servers	ATS	Underway	3-Oct	Server installs for remaining counties to be completed next week.
P7a2	Collect data from each data source				3rd and final Pulls to be completed next week for the three pilots.

### Coming Events

#### Upcoming Activities

The events listed below are highlights scheduled for the near future of the project.

Status	Event	Start Date	Scheduled Complete Date	Comments
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Scheduled	Weekly Team Status Meetings	17-May	On-going	Every Tuesday @ 9:30AM
Underway	Completion of 2nd Data Pulls for all counties	15-Jul	30-Sep	Final reports look good!
Underway	Final Coding efforts and bug-fixes for UAT	30-Jun	13-Oct	
Scheduled	Performance and Load Testing of application & systems	12-Sep	7-Oct	Underway. Results delayed a week.
Scheduled	Track 1 Training to be completed	27-Sep	14-Oct	

## Project Scope Changes

The following changes to the project scope have been proposed by Covansys to The State of New Jersey

CR Status	Change Request	Change Request Owner	CR Approval Date	CR Impact	Comments
Accepted	Addition of 6th county to Pilot Group	WG Bush	4-Apr-05	Medium	6th county now confirmed
Approved	All-Oracle Database for all servers	WG Bush	30-Jun-05	Large	Cost reduction approved.
Researching	Workflow changes for DIA screens	WG Bush	TDB	Medium	Effort being estimated by PCC
Approved	End-user hardware increase above proposal estimates	WG Bush	22-Jul-05	Large	State will purchase this HW through Covansys.
Approved	Proposal to Purchase Print Servers for each county (21)	WG Bush	24-Aug-05	Large	State will purchase this HW through Covansys.
Approved	Cost Savings to State by dropping end-user hardware M&S in lieu of ordering additional replacement hardware.	WG Bush	24-Aug-05	Large	State will purchase this HW through Covansys.
Approved	Proposal to Purchase Server Racks for Mercer and Essex Counties	WG Bush	24-Aug-05	Small	State will purchase this HW through Covansys.
Approved	Additional PC purchases for Missed and Increased Counts to Counties	WG Bush	29-Aug-05	Medium	State will purchase this HW through Covansys.

## High Level Project Schedule

ID	Task Name	Duration	Start	May	Jun	Jul	Aug	Sep	Oct	Nov							
				4/24	5/8	5/22	6/5	6/19	7/3	7/17	7/31	8/14	8/28	9/11	9/25	10/9	10/23
1	<b>New Jersey Statewide Voter Registration System (SVR)</b>	<b>728 days</b>	<b>Tue 3/1/05</b>														
2	<b>Phase 1 - Project Initiation Phase</b>	<b>34 days</b>	<b>Tue 3/1/05</b>														
40	<b>Milestone 1 - Project Kickoff Meeting Completed</b>	<b>0 days</b>	<b>Wed 3/9/05</b>														
41	<b>Milestone 2 - Application Demonstration Completed</b>	<b>0 days</b>	<b>Wed 3/16/05</b>														
42	<b>Phase 2 - Business Needs Assessment / Gap Analysis</b>	<b>46 days</b>	<b>Wed 3/9/05</b>														
87	<b>Milestone 3 - Requirement Documents Accepted</b>	<b>0 days</b>	<b>Wed 5/11/05</b>														
88	<b>Phase 3 - Design and Implementation Planning</b>	<b>77 days</b>	<b>Tue 5/3/05</b>														
141	<b>Milestone 4 - Detail Design Completed</b>	<b>0 days</b>	<b>Wed 5/25/05</b>														
142	<b>Phase 4 - Software Modification and Testing</b>	<b>119 days</b>	<b>Mon 5/9/05</b>														
143	<b>P4a - Application Configuration/ Development</b>	<b>61 days</b>	<b>Mon 5/23/05</b>														
155	<b>P4b - User Acceptance Test Plan (Application with Conversion Data)</b>	<b>24 days</b>	<b>Mon 5/9/05</b>														
165	<b>P4c - Pilot Implementation and Support Plan</b>	<b>25 days</b>	<b>Fri 7/15/05</b>														
171	<b>P4d - Training Materials and Documentation</b>	<b>30 days</b>	<b>Wed 7/20/05</b>														
172	<b>P4d-Develop Training Materials / Documentation</b>	<b>15 days</b>	<b>Wed 7/20/05</b>														
173	<b>P4d-Submit Training Materials / Documentation for Internal Review</b>	<b>2 days</b>	<b>Wed 8/10/05</b>														
174	<b>P4d-Distribute/Review/Revise with Key Stakeholders</b>	<b>3 days</b>	<b>Fri 8/12/05</b>														
175	<b>P4d-Review/Submit/Obtain Signoff of Training Materials</b>	<b>5 days</b>	<b>Wed 8/17/05</b>														
176	<b>P4d-Produce Training Materials / Documentation for Training</b>	<b>5 days</b>	<b>Wed 8/24/05</b>														
177	<b>P4e - Application Manuals and Supporting documentation</b>	<b>45 days</b>	<b>Fri 8/12/05</b>														
178	<b>P4e-Review FRSD, TDD, RTM</b>	<b>1 day</b>	<b>Fri 8/12/05</b>														
179	<b>P4e-Prepare User Manual/documentation</b>	<b>21 days</b>	<b>Fri 8/12/05</b>														
180	<b>P4e-Prepare System Administration Manual/documentation</b>	<b>11 days</b>	<b>Tue 9/13/05</b>														
181	<b>P4e-Prepare Technical Reference Manual/documentation</b>	<b>5 days</b>	<b>Wed 9/28/05</b>														
182	<b>P4e- Distribute/Review/Revise with Key Stakeholders</b>	<b>3 days</b>	<b>Wed 10/5/05</b>														
183	<b>P4e-Review/Submit/Obtain Signoff of Application (SVRS) Manuals</b>	<b>5 days</b>	<b>Mon 10/10/05</b>														
184	<b>P4f - User Acceptance Testing</b>	<b>32 days</b>	<b>Thu 8/11/05</b>														
185	<b>P4f- Prepare for UAT and Problem Reporting</b>	<b>5 days</b>	<b>Thu 8/11/05</b>														
186	<b>P4f-Install UAT Workstations and Peripherals</b>	<b>5 days</b>	<b>Thu 8/11/05</b>														
187	<b>P4f-Train UAT Testers and Other End Users Identified by State</b>	<b>2 days</b>	<b>Thu 8/18/05</b>														
188	<b>P4f- Execute UAT</b>	<b>15 days</b>	<b>Mon 8/22/05</b>														
189	<b>P4f-Assist in Analyzing Test Results</b>	<b>15 days</b>	<b>Mon 8/22/05</b>														
190	<b>P4f-Assist in Documenting Test Findings and Recommendations</b>	<b>15 days</b>	<b>Mon 8/22/05</b>														
191	<b>P4f-Communicate Issues/Problems/Resolutions</b>	<b>15 days</b>	<b>Mon 8/22/05</b>														
192	<b>P4f- Prepare UAT and Performance Testing Results</b>	<b>5 days</b>	<b>Thu 9/8/05</b>														
193	<b>P4f- Distribute/Review/Revise with Key Stakeholders</b>	<b>3 days</b>	<b>Thu 9/15/05</b>														
194	<b>P4f- Review/Submit/Obtain Signoff of UAT and Performance Testing Res</b>	<b>5 days</b>	<b>Tue 9/20/05</b>														
195	<b>P4g- Establish Managed Server Sites</b>	<b>50 days</b>	<b>Tue 6/21/05</b>														
210	<b>P4h - Organizational Change Management Implementation</b>	<b>46 days</b>	<b>Mon 8/22/05</b>														
217	<b>Milestone 5 - User Acceptance of Full Function Application Beg</b>	<b>0 days</b>	<b>Fri 8/19/05</b>														
218	<b>Milestone 6 - User Acceptance of Full Function Application Completed</b>	<b>0 days</b>	<b>Mon 9/26/05</b>														
219	<b>Phase 5 - Pilot Implementation</b>	<b>57 days</b>	<b>Thu 8/18/05</b>														
220	<b>P5a - Pilot Selection and Training</b>	<b>21 days</b>	<b>Thu 8/18/05</b>														
228	<b>P5b - Pilot Installation and Support</b>	<b>48 days</b>	<b>Wed 8/31/05</b>														
238	<b>Milestone 7 - Production Installation Certification</b>	<b>0 days</b>	<b>Thu 9/1/05</b>														
239	<b>Milestone 8 - Pilot Site Implementation Completed</b>	<b>0 days</b>	<b>Mon 11/7/05</b>														
240	<b>Phase 6 - Staged Rollout and Deployment - Remaining Sites</b>	<b>29 days</b>	<b>Tue 11/8/05</b>														
241	<b>P6a - Training and Assessment Survey for Full Production</b>	<b>29 days</b>	<b>Tue 11/8/05</b>														
245	<b>P6b - Full Deployment and Production Implementation Tracking</b>	<b>29 days</b>	<b>Tue 11/8/05</b>														
255	<b>Milestone 9 - All Users Trained</b>	<b>0 days</b>	<b>Mon 12/12/05</b>														
256	<b>Milestone 10 - Implementation Complete to all Sites</b>	<b>0 days</b>	<b>Mon 12/19/05</b>														
257	<b>Phase 7 - Conversion and Interface</b>	<b>197 days</b>	<b>Mon 3/14/05</b>														
258	<b>P7a - Data Conversion</b>	<b>197 days</b>	<b>Mon 3/14/05</b>														
259	<b>P7a1 - Data Conversion and Migration Plan</b>	<b>17 days</b>	<b>Mon 3/14/05</b>														
268	<b>P7a2 - Data Conversion Results Cycle 1</b>	<b>35 days</b>	<b>Wed 4/6/05</b>														
277	<b>P7a3 - Data Conversion Results Cycle 2</b>	<b>90 days</b>	<b>Wed 5/25/05</b>														
278	<b>P7a3-Complete Database Changes, Loads, Conversions</b>	<b>15 days</b>	<b>Wed 5/25/05</b>														

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278	P7a3-Complete Database Changes, Loads, Conversions	15 days	Wed 5/25/05	
279	P7a3-Perform/Document QA Reviews (Developer, Peer, Team)	15 days	Wed 5/25/05	
280	P7a3-Conduct Internal Testing (Interface, Integration, Load, Migration, System, Network)	15 days	Wed 5/25/05	
281	p7a2 - Collect data from each data source	75 days	Thu 6/16/05	
282	P7a3 - Process Data through Conversion Programs	70 days	Thu 6/23/05	
283	P7a3 - Distribute Cycle reports to each data source contact person	70 days	Thu 6/23/05	
284	<b>P7a4 - Data Conversion Results Cycle 3</b>	<b>74 days</b>	<b>Tue 9/6/05</b>	
293	<b>P7b - Interface</b>	<b>143 days</b>	<b>Tue 3/15/05</b>	
294	<b>P7b1 - External Interface Design Document</b>	<b>48 days</b>	<b>Tue 3/15/05</b>	
301	<b>P7b2 Interface testing results document</b>	<b>95 days</b>	<b>Fri 5/20/05</b>	
302	P7b2 - External Interface Development	95 days	Fri 5/20/05	
303	P7b2-Conduct Internal Testing (Interface, Integration)	25 days	Tue 8/30/05	
304	P7b2-Document Internal Testing	20 days	Wed 9/7/05	
305	<b>Phase 8 - Project Close-out and Transition to Maintenance and Support</b>	<b>311 days</b>	<b>Tue 10/11/05</b>	
330	<b>Milestone 11 - Project Close-out and Transition to Maintenance and Support Completed</b>	<b>0 days</b>	<b>Wed 2/1/06</b>	
331	<b>Ongoing Project Management</b>	<b>235 days</b>	<b>Tue 3/1/05</b>	
411	<b>Comprehensive Full Service Support</b>	<b>260 days</b>	<b>Fri 12/29/06</b>	
416	<b>Milestone 12 - Maintenance and Support Complete</b>	<b>0 days</b>	<b>Mon 12/31/07</b>	